

Report for Week Ending 11 January 1956
from
RECORDS DISPOSITION BRANCH

Projects 5-32, 5-77, and 6-15

No change from previous report. 25X1A9a

Project 5-70 - Office of Training [REDACTED]

The preliminary records control schedule for the Support Staff, OTR, has been completed and is being coordinated with the Staff, Branch and Section Chiefs for concurrence and approval. Project is continuing and is 80% complete. 25X1A9a

Project 6-11 - Office of Personnel [REDACTED]

Survey has been completed for the Position Evaluation Division and records of this Division are being entered on a preliminary records control schedule. Project is 34% complete.

General Information 25X1A9a

Met with Messrs. [REDACTED] of OBI and set up disposal procedures for revised NIS map negatives stored in Records Center. [REDACTED] 25X1A9a

25X1A9a [REDACTED] 25X1A9a

25X1A9a Met with [REDACTED] ARO, Compt., to offer assistance in working up records control schedules and securing a volume count for records of that Office. [REDACTED]

25X1A9a Medical Office has requested a meeting to review their records disposition program. [REDACTED]

25X1A9a
[REDACTED]